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Copy 5 of 5

4 January 1956

MEMORANDUM FOR: Project Director

THROUGH : Director of Administration

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SUBJECT : Reimbursement to [ ] in the Amount of \$43.54

REFERENCE : 1) Informal List of Expenditures (Undated) in the Amount of \$49.81

2) Memorandum to Subject Employee dated 9 November 1955

1. Transmitted herewith is subject claim in the amount of \$43.54, which is slightly less than the informal request handed you by the subject official during one of your visits to Watertown.

2. Reference 2 sets forth the requirements necessary to justify the claim of subject official. The voucher which is attached, in the amount of \$43.54, contains sufficient information to justify approval and certification. Accordingly, it is recommended that you approve the voucher in the space provided and return it to the undersigned for prompt disposition.

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[ ]  
Authorized Certifying Officer  
Project Comptroller

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Attachments: 3

[ ]  
Subject's request for reimbursement  
Voucher and pertinent information

Distribution:

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0&1 - Addressee w/atts  
3 - Proj Pers file  
4 - [ ] at Watertown  
✓5 - Chrono

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